



National Aeronautics and Space
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Goddard Space Flight Center

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ANNOUNCEMENT

SUBJECT: Goddard Leadership and Management Development (LMD) Nomination Process Change

The Goddard Executive Development Advisory Panel (EDAP) has initiated changes in the nomination process for LMD training beginning in FY05. The Panel, chaired by Alison McNally with senior management representatives from each Directorate, Equal Employment Office, Office of Human Resources (OHR) and the Comptroller's Office, has made 4 significant changes. First, there will be one call put out each year for all classes. Secondly, all applications for leadership training must now go through their directorate office. Applicants will no longer submit their applications directly to OHR, Code 111. Thirdly, some nominations will be decided at the directorate office and others will need to go to the EDAP for selection. Finally, all classes have been consolidated into one leadership succession model that helps supervisors and employees determine which classes are better suited for the particular leadership development stage an employee may be at in his or her career. It also defines which classes have mandatory prerequisites. The model will be included in the FY05 Call. All of these changes were effected to ensure that the leadership planning process meets the needs of the Center, the directorates, and individual nominees.

In May of each year, OHR will issue a call for nominations that will include all LMD training for the upcoming year. Having one call will benefit, employees, supervisors, and the EDAP, since it will provide a comprehensive look at all of the training opportunities available and who is being nominated for which classes. One call will help supervisors, the Directorate, and the EDAP make adjustments between classes that are oversubscribed and those that where additional slots may be available. It will also help directorates allocate their training dollars in a more effective way.

All courses offered through the American Management Association (AMA), the Brookings Institute, George Washington University, Office of Personnel (OPM), USDA Graduate School, Council for Excellence for Government (CEG), Goddard Leadership Education Series (GLES), and the Human Element (THE) will be reviewed, approved, and prioritized at the Directorate level. Directorate Offices will now manage the budget allocation for these classes instead of in OHR.

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EDAP will review all nominations for the SES Candidate Development Program (SESCDP), the NASA Leadership Development Program (LDP), NASA Fellowship classes, Federal Executive Institute (FEI), Business Education Program (BEP), Strategic Business Management (SBM), Management Education Program (MEP), Managing the Influence Process (MIP), and the MEP/MIP Follow-On. Nominations for these classes will go to the EDAP either because there are limited Center slots available, because they require Center prioritization before submittal to the Agency, or because the classes are a critical part of the Center's leadership planning strategy. Nominations for FEI, MEP, MIP, BEP, and SBM will be selected by the EDAP. For SESCO, LDP, and Agency Fellowships, nominations will be reviewed by the EDAP to ensure all criteria are met and that the classes are appropriate for the nominee. They will then be forwarded to the Goddard Executive Review Board (GERB), which is chaired by the Center Director, and includes the Deputy Center Director, Associate Center Director, the Director of AETD, the Director of either Code 600 or 900 (on a rotating basis), and the Director of OHR as the Executive Secretary. The GERB will rank the nominees and forward its recommendations to the Agency. One of the critical criteria that the GERB will use in its prioritization is whether the re-entry strategy of the nominee is well defined; whether there is a clear strategy of how the nominee's acquired knowledge, skills, and abilities will be utilized to help achieve the Center's mission.

Most of the leadership classes are targeted for mid-level supervisor and managers, GS-13 through GS-15. However, there are also training opportunities identified for aspiring leaders at GS-13 and above, as well as senior and executive managers at the GS-15 and SES levels. Classes included in the Call will identify the appropriate level for attendees.

FY05 call for nominations will be distributed to all supervisors no later than Friday, May 14, 2004. After May 14, the complete package, including all required nomination forms and/or applications will be accessible to employees on the OHR website at <http://ohr.gsfc.nasa.gov/Hot/home.htm>. All nominations for FY05 classes will be due to OHR, Code 111 by Friday, July 16, 2004. Therefore, please check with your supervisor to determine your Directorate's internal due date. If you have any questions regarding the new process, please call Janice Gelder (6-4854) or Kathy Dinsmore (6-6153). If you have questions about your training options, please work with your supervisor or contact your Directorate Training Coordinator.



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